



Request for Applications

DC Meets Washington

Career Exploration and Academic Preparation for Middle Grades Students

Background

DC Meets Washington is a pilot initiative of the Office of the State Superintendent of Education (OSSE) and DC Public Schools (DCPS) that will help middle grades students gain hands-on experience in high-growth career areas in the District. Rising 7th and 8th grade students at selected middle grades schools will spend five weeks during summer 2014 learning about careers in Information Technology (IT), Engineering & Construction, Hospitality & Tourism, and Government. Students will also gain exposure to high school and college options in the District. In the morning, students will participate in career exploration activities coordinated by DCPS, including field trips to key sites around the city. After returning to their DCPS school site, students will have the opportunity to participate in an academic enrichment program that targets literacy, STEM skills, or both. This afternoon portion of the program aims to combat academic “summer slide” for students who have not met grade level targets in reading and math skills.

In collaboration with DCPS, OSSE seeks an experienced community-based organization (CBO) to provide academically-focused enrichment programming to targeted 7th and 8th grade students during summer 2014. Because students will be participating in off-campus career exploration activities in the morning, we seek organization(s) to provide academic and enrichment activities in the afternoon, from 1pm-5:30pm, four days a week from late June through late July. Applicants may apply for a single school site, or more than one school site. This funding opportunity is available through the U.S. Department of Education College Access Challenge Grant (CACG) and administered by OSSE Postsecondary Education through the Early College & Career Awareness Initiative.

Scope of the Program

OSSE requests applications from CBOs to provide academic enrichment programming that targets literacy and/or STEM skills during the afternoon hours of the DC Meets Washington pilot. The timetable of services sought and the schools eligible for this opportunity are described below.

- Academic intervention provided for 7th and 8th grade students during five week summer program from June 30th- July 31st 2014.
- Academic intervention provided four days a week, Monday-Thursday, from 1pm-5:30pm. No program will be offered on Fridays.
- Program located at target school sites. Please see the following chart for school information and projected student numbers.
- Instructors should be budgeted at a 15:1 student to teacher ratio.
- Eligible organizations may plan to offer a mix of enrichment programming (i.e. arts activities, goal setting, etc.) and academic interventions, however, applicants should explain how they plan boost literacy and/or STEM skills through their proposed program.





Target Schools and Students

School Name	Grades Served by School	Projected Students – (Rising 7 th & 8 th)
Browne EC	PK-8	45
Cardozo EC	6-12	68

Please Note: Only the schools named in this RFA are eligible for this funding opportunity.

Current project student numbers are based on 75% of the rising 7th and 8th grade student population at Cardozo EC and Browne EC. Funding will be awarded on a per student basis.

Grant Information

This mini-grant will cover the period of June 1st, 2014 through August 30th, 2014. This grant is a one-time funding opportunity and should not exceed \$500 per student served. Please use the Projected Student figures above for the site(s) you are interested in serving.

Funding is given on a reimbursable basis according to the final number of students participating in DC Meets Washington. While organizations are encouraged to apply at the 75% attendance rate, OSSE will only be able to fund organizations for students who attend the program. DCPS, OSSE, and chosen organizations will work together closely to ensure student participation and track attendance.

Applying

Competitive Priorities

Preference will be given to community-based organizations that demonstrate the following characteristics in their grant applications.

1. Track record of offering Common Core aligned literacy and/or STEM academic program to students who need extra support to reach grade-level proficiency;
2. Demonstrable record of improving academic achievement for a target population;
3. Experience working with middle grades students (7th-8th grades);
4. Willingness to commit time and resources to engaging parents/guardians of participating students; and
5. History of partnership and investment in the District of Columbia or in the neighborhood/community of the target school (Cardozo EC and/or Browne EC).
6. Preference given to organizations that integrate career exposure activities into afternoon programing.
7. Preference given to organizations that have been vetted through the DCPS Office of Out of School Time Programs.

Eligibility Requirements

Eligible organizations must meet the following criteria:

- Willing to work with DCPS school leadership to ensure that proposed program is responsive to school needs.





- Status as a 501(c)(3) organizations in operation for at least two years. **No grant may be awarded through CACG to organizations that do not have 501(c)(3) status.**

If interested in applying, please submit the below information via email to Chloe Woodward-Magrane at chloe.woodward-magrane@dc.gov. To be considered, applications must be received by 4:00PM on April 25, 2014. Complete applications will include the following:

- Cover letter providing general background on applying organization and specific contact information for individuals working on this project.
- Project Proposal outlining the following:
 - Detailed information about your program you propose to provide for the afternoon academic intervention (1pm-5:30pm Monday-Thursday for five weeks);
 - How your organization meets the Competitive Priorities listed above; and
 - Which school(s) your organization is interested in serving. **Please note that only the schools listed in this RFA are eligible for this grant opportunity.** Organizations may apply to serve one or both school sites.
- One-page budget with narrative, including personnel, program, and other costs. Organizations are not responsible for security, transportation, or food costs at the schools.

Reporting Requirements

Selected applicants providing direct services to students are required to comply with all OSSE reporting requirements, including but not limited to:

- Weekly update on participant attendance;
- Meeting with project contact either by phone or in person to discuss status of project;
- Regular site visits by OSSE or DCPS staff; and
- Final report at the end of the project detailing total participants served and academic progress during program participation. Organizations should plan to conduct an academic pre- and post-test to determine student growth during the course of the summer pilot.

Agency Contact

For all inquiries related to this RFA, please contact:

Chloe Woodward-Magrane
Postsecondary and Career Education
Office of the State Superintendent of Education (OSSE)
810 First Street, NE
3rd Floor
Washington, DC 20002
(202) 481-3949
Email: chloe.woodward-magrane@dc.gov

Funding for this award is contingent on continued funding from the grantor. The RFA does not commit OSSE to make an award.





OSSE reserves the right to accept or deny any or all applications if OSSE determines it is in the best interest of the agency to do so. OSSE shall notify the applicant if it rejects that applicant's proposal. OSSE may suspend or terminate an outstanding RFA pursuant to its own grant making rule(s) or any applicable federal regulation or requirement.

OSSE reserves the right to issue addenda and/or amendments subsequent to the issuance of the RFA, or to rescind the RFA.

OSSE shall not be liable for any costs incurred in the preparation of applications in response to the RFA. Applicant agrees that all costs incurred in developing the application are the applicant's sole responsibility.

